

## **POSITION DESCRIPTION**

**JOB TITLE: Outpatient Clinician I or II**

**DEPARTMENT: Juneau County Human Services**

**DIRECT REPORT TO: Behavioral Health and Clinic Manager**

**GRADE: 20/24**

**SALARY RANGE: See current wage scale**

**POSITION: Full Time, Non Union, Non-Exempt**

**A. ESSENTIAL FUNCTIONS AND GENERAL STATEMENT  
OF DUTIES & RESPONSIBILITIES**

- Considerable knowledge, skill, and ability in diagnosing and treating individuals, couples, groups, and families experiencing various psychological/social problems, psychopathology relationship problems, and other life adjustment problems.
- Considerable knowledge of personality development, psychopathology, family, group, and community dynamics and systems theory.
- Knowledge of the Comprehensive Community Services (CCS) program.
- Knowledge of the Wraparound model for services.
- Strong interpersonal and team building skills are a priority.
- Knowledge of community resources and various prevention techniques.
- Ability to intervene in crisis situations.
- Ability to establish rapport with clients.
- Ability to exercise good judgment.
- Ability to communicate effectively orally and in writing.
- Conduct assessments to obtain pertinent social history data.
- Implement consumer/client driven service plans.
- Create crisis and safety plans including intervention and prevention steps to avoid unnecessary out of home placement and/or hospitalization.
- Provide psychotherapy with individuals, couples, groups, and families, within the office and within the community.
- Work collaboratively with other units within the Department of Human Services.
- Provide consultation with community agencies and other professionals.
- Provide educational and prevention services with community groups.
- Respond to emergency situations in the office and community, including daytime crisis on-call.
- Complete required record keeping according to State and agency requirements.
- Participate in in-service training
- Participate with other staff members in the diagnostic process and treatment planning.

- Involvement with needs assessment, program development, prioritization and evaluation.
- Work as a case manager as required.
- Other duties as assigned.

**B. QUALIFICATIONS/EDUCATION/EXPERIENCE**

- Masters degree in social work, counseling, psychology, marriage and family therapy from an accredited graduate school.
- 3,000 hours of supervised experience preferred.
- Must possess valid driver's license, access to a reliable vehicle, and current vehicle insurance.
- Must be certifiable as a MSW/LCSW/LMFT/LPC in the State of Wisconsin and obtain such certification within 3 years of hire date.

**C. ENVIRONMENTAL WORKING CONDITIONS AND PHYSICAL DEMANDS OF THE POSITION**

Office setting and community setting. At times will work with individuals who are upset, irrational, or otherwise not in control of themselves, some of which could become violent. Some afterhours work is required.

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**EEOC/AA/ADA**

Juneau County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer. This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions, and skills needed. It is not intended as a complete list of the job duties, responsibilities, and/or essential functions. This description is not intended to limit or modify the right of any supervisor to assign, direct, and control the work of employees under supervision. The County retains and reserves any and all rights to change, modify, amend, and add to or delete from any section of this document as it deems, in its judgment, to be proper.